

**TOWN OF ROCKY HILL
CHARTER REVISION COMMISSION
MEETING OF MARCH 25, 2015**

I. CALL TO ORDER

Chairman Jim Tallberg called the Wednesday, March 25, 2015 meeting to order at 6:03 p.m. in the Town Council Room of the Rocky Hill Town Hall, 761 Old Main Street, Rocky Hill, Connecticut.

Present: Jim Tallberg, Chairman
Phil Benoit, Vice Chairman
Neil Geldof, Commissioner
Jeffrey Thomen, Commissioner
Frank Simboski, Commissioner
Kevin Clements, Commissioner

Also: Eileen Knapp, Recording Secretary

II. PUBLIC COMMENT

No one was present to speak.

III. APPROVAL OF MINUTES

A MOTION was made by Commissioner Benoit to approve the minutes of the March 10, 2015 meeting as presented. Seconded by Commissioner Geldof. 5 were in favor (Tallberg, Benoit, Geldof, Thomen, Simboski) 1 abstention (Clements), MOTION CARRIED.

**IV. RECEIVE COMMENTS FROM ARCHITECT AND CONSTRUCTION
MANAGER**

Chairman Tallberg introduced Mr. Mike Serrano of Friar Associates and Mr. Ken Biega of O&G. The Commission thought it would be beneficial to hear the opinion of individuals from private industries as to what works and doesn't work when dealing with Building Commissions during a construction project.

Mr. Serrano said there are many different configurations when it comes to Building Commissions. Bigger cities tend to meet during the day and consist of professional town staff. These are not ad hoc committees, but standing committees. Smaller towns will have smaller committees set up for a specific project that are put into place by elected officials. Rocky Hill also has a School Building Committee involved, which is mandated by the State Department of Education. Mr. Serrano said he thinks a Building Committee works better when you have representatives from the Town Council, the Public, the School, and Town Staff involved. Smaller towns generally have two

ways of handling the Building Committee. One way is to have a standing Building Committee that takes control of all projects. The other way is to create an ad hoc Committee put together for the duration of one project.

Mr. Biega said Rocky Hill has multiple committees that are involved and this can create hardships. He suggested looking at these committees to see how they are set up and what the role of each committee is. Commissioner Geldof said the problem they are having now with the Building Committee is that Committee members are frustrated because they serve on the Committee but don't have any real authority or control over decisions. Mr. Biega suggested that when deciding on the composition of the Building Committee, they make sure there is a balance of members so there are checks and balances when making decisions.

There was a discussion about whether or not to increase the dollar amount limit for a project, which the Building Commission should be able to approve without going to the Town Council. Currently anything over \$250,000 must go to the Town Council. Mr. Serrano suggested following the States number for prevailing wage. He also encouraged any changed to the makeup of the Building Commission to include Town Staff as well as professionals/tradesmen, at least as advisory, non-voting members.

V. RECEIVE COMMENTS FROM TOWN STAFF

Chairman Tallberg introduced **Mary Hogan, Rocky Hill Library Director** who submitted a spreadsheet dated February 25, 2015, coordinating all staff feedback on the Rocky Hill Charter update excluding the Finance and Human Resources Departments. Some of the topics discussed were:

- Having an odd number of members on a committee
- Not requiring the Tax Collector to be from Rocky Hill
- Removing items related to the organization or structure of the Town Employees
- Allowing the Health Department to be part of the Town or a member of a District
- Effectiveness of having a Police Commission

Ms. Hogan also submitted spreadsheet showing how other Towns handle items that are in Rocky Hill's Charter.

VI. DISCUSSION OF A TIMELINE FOR DRAFTING THE CHARTER

The next Charter Revision meeting will be Tuesday, April 7th at 6 p.m. The Commission is tentatively scheduling a 2nd public hearing to present the Draft Charter on June 2, 2015. Commissioner Thomen suggested inviting a member from the Public Building Commission in to talk give their input regarding the effectiveness of the PBC. The Commission agreed to schedule meetings on Monday, April 20th and Wednesday, May 6th.

The Commission agreed that once they heard all the input from Town Staff and Commissions they would begin going through the Charter section by section, making updates/changes where necessary.

VII. ADJOURNMENT

A MOTION was made by Commissioner Geldof to adjourn the meeting at 7:05 p.m. Seconded by Commissioner Thomen. All were in favor, MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Eileen A. Knapp
Recording Secretary